Handbook
1978-9

Queens College

The College Hymn

Guardian bright, our Alma Mater
Molder of our hearts and minds.
Light high visions in thy daughters
And a loyalty that binds.

Gladly do we lift our voices
Pledging thee our faith and love.
Teach our minds and hearts to follow
Him who leads us from above.

Living truth is ever ringing–
Tune our ears to hear that chime.
Lasting wisdom peace is bringing–
Lead us in her way sublime.

Queens, to thee we pledge our spirits.
Ever thine, a loyal band.
Queens, thy praises we are singing.
Grateful for thy guiding hand.

Queens College Handbook

Edited by:
Diane Del Pizzo
The Dean of Students

Special Thanks to
Junior Penny Nixon

Queens College

"Queens is an often delightful place which will be your home for a while. It is an unusual yet great place to learn and grow and make friends. We hope that your stay at Queens will be one which you will never forget. To help make your time at Queens more enjoyable this handbook provides you with key information about Queens—its people, its administration, and its buildings. Please read it carefully so that you will have a better understanding of Queens and its functions. Have a good year!"

Sonya Brooks, *President*
Student Government Association

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A Brief History of Queens

In 1857, Queens was founded as the Charlotte Female Institute, located near the center of the city. From 1891 to 1896 the institution was called the Seminary for Girls, and upon affiliation with the Presbyterian Synod of North Carolina in 1896, it became known as the Presbyterian College for Women. This name continued until 1912, when the name changed again this time to Queens College.

The College moved in 1914 to its present site on 25 wooded acres with five buildings.

In 1930, Queens became related to the Presbyterian Synod of South Carolina through a merger with Chicora College, Columbia, South Carolina (formerly in Greenville, South Carolina), which had merged with the College for Women, Columbia, South Carolina.

The College has had 17 men and one woman serve as president since it began in 1857.

The College Today

Queens College today is a small, academically superior church-related college for the education of women. Located on a beautiful wooded campus, the college has grown from 25 acres with five buildings in 1914 to 45 acres with 23 buildings, and in terms of land, buildings and equipment, is valued at approximately $10,000,000.00.

Statement of Philosophy and Mission

Queens College is a private, Presbyterian, liberal arts college for women. It is small by design and concentrates on preparing women within a distinctive and vital learning community to meet the challenge of academic and cultural excellence.

As a college for women, Queens advocates and works towards the preparation of women for varied and changing roles in society: career and professional opportunity, marriage and family, and civic and community leadership, within a framework that stresses the joy of liberal learning and the rigor of intellectual discipline. The college seeks to give her disciplined self-confidence and sound judgment and to nurture in her qualities of leadership and concern for others.

A fundamental commitment of the college is to teach women how to learn. Queens recognizes the historical circumstances which make the present time especially opportune for the advancement of women and recognizes also that, for full liberation, women must be engaged in a serious, exciting learning experience which will develop the life of the mind and the spirit in a vitalizing and scholarly way.

Learning to learn fosters an ability to read with insight, to write with precision and to speak with clarity. Each student is taught to be intellectually alive and curious and to employ, in a disciplined and creative way, the unique potential she possesses.

Each student learns to focus on productivity both for herself and her community. Initiative, industry and self-reliance are translated from self-awareness and personal growth into the awareness of the need to serve and a concern for others. Students are encouraged to learn not only the substance of their own culture but are also taught intercultural and international understanding. Thus, their sense of community is broadened to include a global perspective.

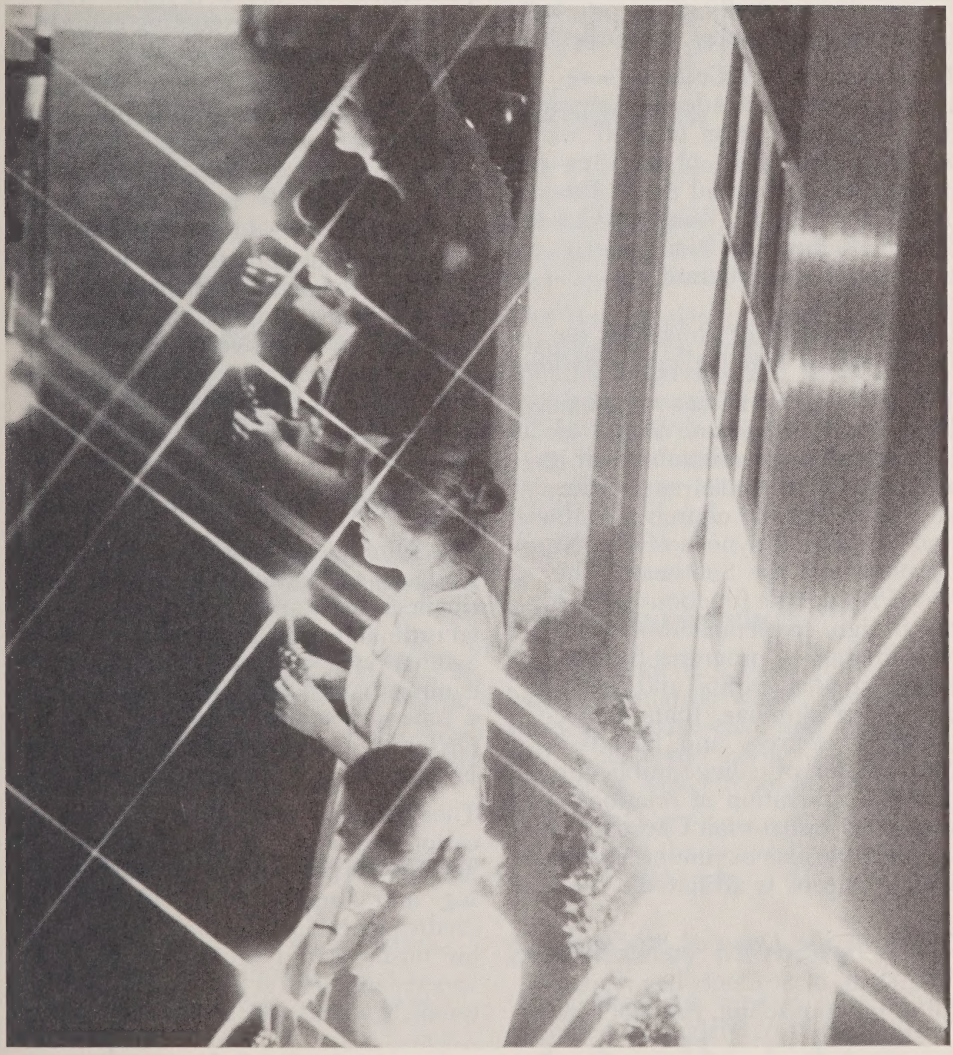
Each student should learn to care. Unapologetically and without any attempt to coerce or indoctrinate, the value background of Queens College is the Judaeo-Christian heritage. Underlying each aspect of college life is the encouragement and cultivation of sound moral and spiritual values. These values form the basis in which the liberal arts instruction is set as Queens seeks to combine caring teachers and enlightened academic and social policies into a learning community which knows the moral ends it seeks: a just, enlightened, humane society. Into this framework the college welcomes students of all faiths and beliefs.

Queens also recognizes that the tenor of student life is as significant a factor in student development as is an excellent academic program. Its smallness enables Queens to accentuate concern for the individual and to provide the personal and intellectual interaction, caring, fun and fellowship that are possible in such a setting. A sense of belonging and of college spirit results for faculty and students alike.

Thus, learning, caring and productivity come together into a life

of meaningful wholeness. The mission of the college is to develop these aspects of mind and spirit in preparing a woman intellectually aware, academically competent, spiritually challenged and personally fulfilled for a successful future.

The members of the Queens community call on all who believe in these principles to join with them in the continuing development of the spirit and substance of this mission.



Places to Know on Campus

Burwell Hall

Office of the President

The President of the College is the chief officer of the college. He is responsible to the Board for the operation of all departments and has—under the Board of Trustees—final authority in the determination of policies, procedures, and practices.

Office of the Dean of the College

The Dean of the College is responsible for the academic program including supervision of academic advising, the Office of the Registrar, Continuing and Adult Education, the Library, ~~Women's~~ Career Center, summer sessions and overseas study program.

Office of the Vice President for Development and College Relations

The Vice President has responsibility for the external affairs of the college in its relations with its alumnae, its financial supporters, and especially the churches of the two supporting Synods of North Carolina and the Southeast. The Vice Presidents's functions include the design, implementation and coordination of programs for obtaining annual, capital and deferred gifts from alumnae, foundations, corporate sources and friends; coordination of college publications, and the cultivation of relationships with the Presbyterian Church, and with the various communities with which Queens is affiliated.

Office of the Dean of Students

The Dean of Students has responsibility for counseling, residence halls, the infirmary, orientation, student activities, the master calendar and reserving campus facilities.

Business Office

The Treasurer of the College has the custody of all funds belonging to the corporation. The Treasurer of the college has another role, which is that of Business Manager. The Business Manager is responsible for all business functions of the College.

Registrar's Office

The College Registrar is responsible for organizing and executing course registration at the beginning of each term, collecting and tabulating all course grades, and updating transcripts.

Admissions Office

The Director of Admissions, assisted by Admissions Counselors, is responsible for planning trips to high school "college nights" in many cities, scheduling overnight visits on campus for prospective students, and conducting personal interviews and campus tours for prospective students.

Student Aid Office

The Director attempts to counsel students and parents regarding financial assistance available and co-ordinates the processing of awards from various federal, state, campus-based, and private sources.

Office of Continuing and Adult Education

The Director of Continuing Education, assisted by the Coordinator, has the responsibility for developing and implementing all non-credit curricula including courses for business and professional advancement, liberal arts, workshops, tennis, gymnastics, swimming, and

courses for enrichment. All registration for these courses is executed through this office.

Communications Office

The Director of Communications is responsible for developing and preparing news releases for public and college information. In addition, the Director must establish communications with faculty, staff and students, creating better understandings of the college's activities among all groups.

Alumnae Office

The Alumnae Office maintains contact with and serves the graduates and former students of the College. The alumnae organization works for Queens throughout the country, assisting with public relations, fund raising, and student recruitment.

Walker Science Building

Classes in the sciences and medical technology are held in Walker.

Dana Classroom Building

Dana contains the Departments of History, Languages, and Economics/Business.

Dana 106, a large lecture room with stage and projection screen, may be reserved for meetings and classes through the Dean of Students Office.

McEwen Classroom Building (M.E.)

Classes in English, Drama, Math, Psychology, Secretarial Practice, and Computer Science are held here.

E. H. Little Fine Arts Center (F.A.C.)

All music courses and private lessons are taught in the Fine Arts Center.

Dana Auditorium, with seating capacity of 1,000, and complete stage facilities, is the second largest auditorium in Charlotte. Reservations are made through the Dean of Students Office.

Suzanne Little Recital Hall (SLRH) is located on the lower level of the FAC and is complete with stage facilities and seating for 228.

Sorority Row

Three duplex lodges comprise "Sorority Row". The four national sororities—*Alpha Delta Pi, Chi Omega, Kappa Delta*, and *Phi Mu*—each have a house on the Row.

The *Web* is also on "Sorority Row," Identical to each sorority house, it contains a kitchen, rest room, and living room complete with a fireplace. The Web may be reserved by individuals and organizations on campus for private parties and meetings through the Dean of Students Office.

Ovens Gymnasium

The athletics facility is equipped with a regulation wood playing surface for basketball and volleyball, a 25 meter pool, a dance room, and locker room facilities.

Five outdoor tennis courts are available to the Queens family for day and night play.

Irwin-McKay Infirmary

Round-the-clock medical care is provided by registered nurses in the

campus infirmary. The college physician will hold appointments with students, and provide or prescribe treatment as he deems necessary. Parental consent will be sought before any major treatment is undertaken. The cost of treatments and prescriptions, other than those provided by the infirmary, is borne by the student.

Infirmary nurses will make appointments with any off-campus physician or dentist whom a student wishes to see. Students must provide their own transportation to the doctor's office.

Students who are required to take special medication for allergies, diabetes, etc., are requested to notify the nurse.

Students should notify their Resident Director if they need medical attention after dormitory closing hour.

Everett Library

Queens students have free access to library materials, facilities, and services. Book stacks, including the reserve collection, are open for selection. Carrels and typing cubicles are available for individual use.

Queens Early Learning Center

The Center serves as an on-campus site for Queens students in the observation and study of young children. The Center offers a small group of children in the community a quality educational experience.

Watkins Hall

Studio art classes and art history classes are held in Watkins Hall.

Belk Chapel

Weekly chapel services, sponsored by the Religious Life Committee of SGA, are held in Belk Chapel.

Jernigan Student Center

The Hollow (snack bar)

Saga Food Service operates The Hollow, which is open daily. The Hollow has live entertainment most weekends.

Post Office

All students will receive notification of their post office box numbers at the opening of school in the Fall. The Post Office handles all incoming mail, but does not issue money orders, accept outgoing C.O.D. mail, provide insurance of packages, or register first class mail. The Post Office business window is open Monday-Friday, 10:00 a.m.-11:30 a.m. and 3:00 p.m.-4:30 p.m.; and on Saturday 10:00 a.m.-11:00 a.m.

Student Organization Offices

Located on second floor Jernigan, offices of major student organizations are easily accessible to students and campus visitors.

Day Student Lounge

The lounge on second floor Jernigan provides a gathering place for commuting students while they are on campus between classes or meetings.

Women's Career Center

The Women's Career Center provides comprehensive career counseling and job placement assistance for Queens College students. Vocational testing, individual and group counseling, topical workshops and seminars, and a career resource

library are among the services provided. Students are encouraged to contact the Women's Career Center during their freshman year to begin exploring and evaluating career alternatives.

Morrison

The college dining room is on the main level of Morrison. All meals are cafeteria style except Wednesday dinner, when the meal is served family style.

The *College Store* is located in the lower level of Morrison. It carries a complete stock of textbooks, supplies, and other related items. Also available are health and beauty aids, posters, stationery, and a complete line of Queens T-shirts, jackets, and sweatshirts.

Stultz Building

Classes in education, as well as some continuing education classes are held in Stultz.

Public Safety Department

Located on the first floor of Stultz the Public Safety Department was established to maintain a safe environment for the college community through police, security, safety, and traffic services. Officers patrol the campus during weekday evenings and around the clock on weekends and holidays. The Director of Public Safety and one patrol officer are commissioned Campus Police Officers by the Attorney General of North Carolina, and have full police powers on campus. Additional uniformed security guards provide general patrol and protective services. The Director enforces all fire and safety regulations on campus and provides advice on crime prevention to all levels of the college community. Members of the college community can contribute to campus safety by taking security precautions and reporting any violation of safety regulations or criminal acts.

The Early Learning Center provides experience for a small group of children, and an opportunity for Queens students to observe and work with children on campus.

Annual Campus Events

Senior Recognition Day

The college community gathers to honor the Senior Class. Administration, faculty, and seniors wear their academic dress for the first formal academic procession of the college year. Senior recognition will be held September 12.

Parents' Weekend

Parents of all Queens students visit the campus to attend special activities. The Junior Class is responsible for planning and coordinating the events of the weekend, when parents become acquainted with the college community and college programs. One highlight of the weekend is the annual inter-class Stunt Night held on Saturday. Trophies are awarded to the class presenting the best skit, to the class with the best gallery, and to the class with the best visual effects. Parents' weekend will be October 6-8.

Black Friday Auction

The Day Student Association sponsors this annual Fall event to raise money for their scholarship fund. Members of the college community donate dinners in their homes, products of hobbies, homemade goodies from their kitchens, and a variety of items and privileges. The auction will be held Oct. 25.

Boar's Head Banquet

In keeping with the tradition of Queens College, Oxford, the Boar's Head Ceremony and formal banquet are held annually at Christmas time. The dinner will be December 6.

Moravian Love Feast

The ceremony of a "Feast of Love" is sponsored by the Religious Life Committee of the Student Government Association in connection with the Moravian Church. This tradition has become a beautiful part of the celebration of Christmas at Queens. The Love Feast will be in Belk Chapel December 3.

Yule Log Ceremony

Queens borrowed from the ancient British tradition to herald in the Christmas season with the Yule Log Ceremony. Carol-singing, wish-making, and seasonal food and drink accompany the ceremony. Yule Log will be on the dorm quad December 10.

Honors Convocation

This convocation is held for special recognition of those students achieving academic honors for the Fall term. Honors convocation will be held in Belk Chapel February 6.

Dad's Weekend

All Dads of Queens students attend this special weekend to take part in activities such as square dancing, picnicking, and competing in tennis and volleyball. The Sophomore Class hosts the weekend of father-daughter fun. Dad's weekend will be February 23-25.

Homecoming

Homecoming is an annual Spring event sponsored by and for alumnae. The social weekend provides former students an opportunity to become reacquainted with Queens and reunited with their college friends. Homecoming will be held April 6-7.

Mom's Weekend

Moms are invited to Queens for a Spring weekend of fun with their daughters. Activities are planned by the Freshman Class, and include the annual Spring Dolphin Show, as well as a luncheon-fashion show with mother-daughter models. Mom's Weekend will be April 20-22.

May Day

The May Day celebration encompasses a weekend of social activities held each spring. A queen is crowned, and the court is honored by a pageant and dance. The queen, a senior, and the court are elected representatives from the four classes. May Day weekend will be April 27-28.

Awards Day

Prior to Commencement each Spring, a convocation is held to present awards and honors to outstanding students and faculty. Awards convocation will be May 1.

Baccalaureate

As part of the Graduation activities, a Baccalaureate service is held in Belk Chapel in honor of the graduating class. Parents and friends are invited to attend. Baccalaureate will be held May 11.

Commencement

The conferring of degrees climaxes the four years that a student is enrolled at Queens. Relatives and friends of the graduates are invited to attend the Ceremony. Commencement will be May 12.

Honors and Awards

Dean's List

Students achieving a semester average of 3.5 or higher are recognized by being listed on the Dean of the College's record of outstanding scholars.

Marshals

Marshals are the students who have achieved the highest accumulative average in the Senior, Junior, and Sophomore classes. The student with the highest average for her three years serves as Chief Marshal during her Senior year. The duty of the Marshals is to serve as ushers of official college events which include academic processions.

Orb and Sceptre

Orb and Sceptre is a Senior honorary organization which was founded at Queens in January of 1961. It recognizes those students who have shown outstanding leadership, scholarship and concern for the college Community.

Valkyrie

Valkyrie is an honorary organization that was established at Queens in 1937 and includes students selected from the Sophomore Class on the basis of outstanding leadership, citizenship, and scholarship exhibited during her Freshman year at Queens. Valkyrie members are selected at the beginning of their Sophomore year.

Who's Who Among Students In American Universities and Colleges

Who's Who recognizes noteworthy student leaders on campus throughout the country and registers them in a national collegiate publication. The students are selected on the basis of scholarship, leadership, and cooperation in educational and extracurricular activities, general citizenship and the promise of future usefulness.

Delta Omicron

Omicron Lambda chapter of Delta Omicron, an international music fraternity for women, was established at Queens in May, 1959. The national organization was founded in 1909 at the Cincinnati Conservatory of Music. Membership is open to students doing major or minor work in music, to music faculty, to professional musicians and to concert artists. Scholarship of high quality is requisite to membership.

Sigma Upsilon

Sigma Upsilon is an honorary fraternity for writers. Founded in 1906 and limited formerly to men's colleges, it now includes a small number of women's colleges. The Cakes and Ale Chapter at Queens was established in May, 1951. Membership is based upon creative literary ability, interest and active participation. Members are elected every year.

Zetetic Society

Zetetic is a regional honorary organization composed of faculty and students. Its purpose is to recognize high scholastic attainment for Seniors and Juniors, and to encourage independent research.

Algernon Sydney Sullivan Awards

Queens is one of the colleges which has the privilege of presenting two Sullivan Awards each year—one to a graduating senior, and one to a person who has some association,

official or otherwise, with the college. The awards are designed to be continuing reminders:

"that the noblest human qualities are those characteristics of heart, mind, and conduct which evince a love for and helpfulness to other men and women. True nobility is found in those who move beyond the narrow circle of their self-interest and spend themselves in the interest of mankind."

Charlotte Panhellenic Awards

A monetary award is presented to the Freshman, Sophomore, Junior, and Senior woman, who has demonstrated outstanding service, leadership, and scholarship at Queens.

Marjorie Blankenship Melton Prize in Creative Writing

A monetary prize is presented to a student for outstanding accomplishments in creative writing. The prize is a memorial honoring this graduate of Queens, who was herself an outstanding writer.

Outstanding Music Award

A student is presented this award on the basis of scholarship, excellence in musical performance, and over-all contribution to music in the Queens community.

Outstanding Drama Award

A student is presented this award on the basis of scholarship, excellence in dramatic performance, and over-all contribution to drama in the Queens community.

Outstanding Art Award

A student is presented this award on the basis of scholarship, excellence in creative art, and over-all contribution to art in the Queens community.

Diana Award

This award is given to the student who best exemplifies the characteristics of honesty, integrity, and genuine concern for others.

Groups To Know On Campus

Student Life

Queens College is aware that a major part of a student's education takes place outside the classroom in day-to-day living experiences and campus activities. Through group participation and interaction, the student comes to know herself as an individual, to realize her opportunities, and to be a creative member of the college community. To stimulate this process the college encourages student initiative and responsibility through student government, the honor system, organizations, and activities.

Student Government Association

President—Sonya Brooks

S.G.A. is a means for student self-government. It is organized around major concerns of campus life and provides students experience in planning and administering cultural, social, recreational and religious activities. Students also serve as voting members of faculty standing committees.

Cultural Events

Chairperson—Heidi Edidin

A student Cultural Events Committee plans a speakers series, a film series, and a concert series to be presented throughout the academic year. Also contributing to the cultural program are events such as dramatic productions, art exhibits, and recitals.

Religious Life

Chairperson—Susan Forester

Queens faculty and administration have made a religious commitment, which provides a climate and opportunity for growth and nourishment of lasting religious values. Students are given the opportunity to develop their own religious beliefs by voluntarily taking part in the weekly campus services, fellowship, and retreats.

Social Activities

Chairperson—Rebecca Campbell

The Social Activities Committee sponsors ski trips, football weekends to area universities, dances, and recreational activities.

The Web is a comfortable lodge on campus, complete with kitchen, fireplace, T.V., and stereo. This is an ideal facility for small parties and dates.

The Hollow has a coffee house atmosphere, where folk singers entertain in the evenings.

Four national social sororities—Alpha Delta Pi, Chi Omega, Kappa Delta, and Phi Mu—provide additional activities for their members.

Athletics

Queens offers a varied program in athletics, offering every student an opportunity to take part in a wide range of sports. For those students wishing to take part in competitive sports, they may play on class teams and/or intramural teams. Classes compete against each other in swimming, volleyball, softball, table tennis and basketball. Intramural teams compete with other colleges in gymnastics, volleyball, tennis and swimming.

Publications

Queens College has three periodicals published by the students. The *Coronet*, the Queens College yearbook, is published annually, and provides a pictorial and literary record of the year's events and activities. The *Queens Current*, the

student newspaper on campus, is published regularly to keep the college informed of campus events and news, and to serve as a forum for an exchange of ideas among students, faculty, and administrators. The *Signet*, the college literary magazine, is published once a year, and illustrates the creative writing and visual artistry talents of the Queens community and the public.

Clubs

Black Student Union

The B.S.U. was chartered in the winter of 1978 to give the black students a feeling of unity and to bridge the gap between the black students and the college. Meetings are held every two weeks. In their first year they sponsored a dance, a special Wednesday night dinner, a poetry reading in the Web, and several other activities.

Biology Club

The Biology Club is an organization formed to promote interest in the biological sciences and to keep students aware of new developments in the field. The club is affiliated with the North Carolina Collegiate Academy of Sciences. Membership is open to all interested students.

Day Student Association

The purpose of the association is to provide day students an outlet to get to know other commuting students. The association sponsors the Annual Day Student Auction for their scholarship fund. In addition, they have many social activities.

Dolphin Club

The Dolphin Club is the synchronized swimming group. Members perform at various times throughout the year and, in the spring, present an annual water show. Try-outs for membership are held in the spring and fall.

Granddaughters Club

The Granddaughters Club is composed of students whose mothers or grandmothers attended Queens College or any of the other Institutions represented in the history of the college. The members assist with alumnae programs at the college.

History Club

The History Club is composed of students and faculty who meet to promote interest outside the classroom in the study of history. Membership is open to all interested students.

Panhellenic Council

Panhellenic coordinates the activities and formulates and administers the rush rules of the four national social sororities: Alpha Delta Pi, Chi Omega, Kappa Delta, and Phi Mu.

Student Government Association Constitution

Preamble

The purpose of the Student Government Association shall be to foster self-government, enact legislation governing student life, carry out the program of student activities, authorize new clubs on campus, and oversee all existing student organizations.

Article I

Name

This organization shall be known as the Student Government Association of Queens college.

Article II

Membership

Section A. Membership. The Student Government Association shall consist of the duly elected representatives of the Student Body. These representatives will form the active membership.

Section B. Duties.

1. Duties of Dorm Representatives and Day Student Representative:

a. To attend all meetings of the Student Government Association.

b. To be responsible for informing their constituency of events and activities.

c. To be responsible for the coordination of all dorm and day student activities.

d. To serve as a member of the Dining Hall Committee (excluding Day Student Representative).

2. Duties of Class Presidents:

a. To attend all meetings of the Student Government Association.

b. To be responsible for Stunt Night and Intramurals for their Class.

c. To be responsible for informing their constituency of events and activities.

d. To be responsible for the coordination of all activities within the Class which include:

Freshmen—Mom's Weekend

Sophomores—Dad's Weekend

Juniors—Parents' Weekend

Seniors—Stunt Night

e. To serve on the Student Government Association Investigation Committee for the Impeachment of Representatives.

f. To serve on the Student Government Association Investigation Committee for the Impeachment of President or Secretary-Treasurer of the Student Government Association. Senior Class President shall serve as Chairperson, and Junior Class President shall serve as Recorder.

3. Duties of Class Secretary-Treasurer (non-active member of the Student Government Association):

a. To keep an up-to-date Class roster on file.

b. To collect Class dues.

c. To compile the absentee lists from required Student Government Association functions and to submit them to the Secretary-Treasurer of the Student Government Association within 24 hours after the event has been held.

d. To be responsible for any extra duties which the Class President deems necessary for her to assume.

Section C. Membership Qualifications.

1. Membership in the Student Government Association shall be

open to all full-time students of Queens College.

2. To be eligible to be an elected representative in the Student Government Association, a student must maintain an accumulative average of at least 2.5 and be in good standing with the Honor Code.

3. The representation of the Student Government Association shall consist of: a Chairperson and Secretary-Treasurer of each of the following Standing Committees—Social Activities, Religious Life, and Cultural Events; one representative from each dorm; one representative from the Day Students; and the four Class Presidents.

4. No individual will be denied membership because of race, religion, color, sex, and nationality.

Section D. Selection of Members (See By-Laws, Section C.).

1. Representatives of the Student Government Association shall be elected in the spring of each year.

2. Simple majority of those voting is needed to win an election.

3. The Elections Committee will announce to the candidates the outcome of the elections prior to the announcement to the Student Body.

Section E. Voting Privileges. All meetings of the Student Government Association are open to the entire Student Body, and their suggestions are encouraged; but only the elected representatives and officers may vote. If a representative is absent, that person is required to send a substitute, who will have no vote.

Section F. Termination of Membership.

1. Resignation. A member of the Student Government Association who finds it necessary to resign, must submit a written resignation to the Student Government Association President, two weeks before that person wishes their resignation to be effective.

2. Impeachment. In the event that fifty percent of their constituency feel that a student is incapable of or incompetent in fulfilling a position, they must present to the Student Government Association a signed petition impeaching that member. A committee shall be formed which shall include the President and Secretary-Treasurer of the Student Government Association, plus the four Class Presidents to hear and act upon this petition. This committee shall report to the Student Government Association on its findings no later than two weeks after its appointment. A vote of two-thirds of the Student Government Association shall be required for removal from office. The student has the right of appeal to the Appeals Board of the Student Government Association. This Board shall be composed of the Chairperson of Judicial Board, who shall serve as Chairperson; the Vice-Chairperson of Judicial Board, who shall serve as Recorder; the Dean of Students; the Dean of the College; and the President of the Student Government Association, who shall have no vote.

Section G. Filling Vacancies.

1. In the case of vacancy in the office of Class President, the Class Secretary-Treasurer will assume the duties of President and a new Secretary-Treasurer will be elected by the Class.

2. In the case of a vacancy in the office of Dorm Representative or Day Student Representative, an election will be held with the identified constituency.

Article III

Section A. Officers.

1. The President of the Student Government Association's duties shall be:

a. To plan the agenda for and preside at all meetings of the Student Body.

b. To call special meetings of groups involving life and activities of the Queens Students.

c. To serve as the official representative of the Student Body.

d. To confer when necessary with the Dean of Students, the Dean of the College, and the President of the College.

e. To serve as Chairperson of the Appeals Board of Judicial Board.

f. To be responsible for the co-ordination of all Student Government Association committees: appointed and co-ordinate.

g. To serve as a member on the Student Life Committee.

h. To plan the agenda and preside at all meetings of the Student Government Association.

i. To serve as Chairperson of the Student Government Association Investigation Committee for Impeachment of Representatives.

2. The Secretary-Treasurer of the Student Government Association's duties shall be:

a. To keep in permanent form the minutes of the meetings of the Student Government Association and to distribute them within two days after each meeting.

b. To keep a permanent record of all receipts and expenditures of the Student Government Association.

c. To attend to the correspondence of the Student Government Association and the Student Body.

d. To type and submit for approval any bill initiated by the Student Government Association.

e. To act as President of the Student Government Association in the absence of the President.

f. To present a report of receipts and expenditures of each organization at the end of each term to the Student Government Association.

g. to act in the capacity of financial officer of the Student Government Association.

h. To meet in the spring with the Secretary-Treasurers of the standing committees and student publications to formulate a tentative budget for presentation to the Student Government Association. A final budget will be presented to the Student Government Association for approval in the fall.

i. To serve as Chairperson of Publications Board.

j. To supervise the billing and collection of Student Government Association fines.

k. To maintain a roster of members' attendance and academic standing.

l. To serve as Recorder of the Student Government Association Investigation Committee for Impeachment of Representatives.

Section B. Standing Committees.

There shall be three Standing Committees of the Student Government Association: Cultural Events, Social Activities, and Religious Life. Each committee shall have as its elected officers a Chairperson, a Secretary-Treasurer, and one Representative from each of the four Classes. The Chairperson and Secretary-Treasurer shall be elected during the Student Government Association elections. The Class Representatives shall be elected during class elections. Sign-ups for committees will be held each spring

and at other times throughout the year as the Chairperson of each committee wishes. At this time each student shall be able to volunteer to work on the committees. The students will be selected by the Chairperson of each committee and shall be approved by the other five elected committee members. The number of appointed members on each committee shall depend upon each committee's needs.

1. The Cultural Events Committee shall organize and plan campus-wide speakers, movies, concerts, and symposiums.

2. The Social Activities Committee shall co-ordinate all dances, special weekends, including May Day weekend, and recreational activities for the campus.

3. The Religious Life Committee shall be responsible for all chapels, fellowships, retreats, the Moravian Love Feast, and all other religious activities of the Queens community.

Section C. Qualifications for Holding Office.

1. A student must maintain an accumulative average of at least 2.5 and be in good standing with the Honor Code in order to hold any elected office.

2. The President of the Student Government Association must be elected from the rising Senior Class. The Secretary-Treasurer of the Student Government Association and the Chairperson of the Standing Committees shall be elected from the rising Junior or Senior Class. The Secretary-Treasurers of the Standing Committees shall be elected from the rising Sophomore or Junior Class.

Section D. Selection of Officers (See By-Laws, Section C.)

1. Elections shall take place during the spring of each year and will be supervised by the Elections Committee.

2. All candidates for office shall be self-nominated. A simple majority of those voting is required to win the election.

3. The newly elected officers shall assume their duties following the Student Government Association Installation Convocation.

Section E. Filling Vacancies.

1. In case of vacancy in the office of President of the Student Government Association, the Secretary-Treasurer of the Student Government Association will assume the duties of President and a new Secretary-Treasurer will be elected by the Student Body.

2. In the case of vacancy in the position of Chairperson of a Standing Committee, the Secretary-Treasurer of the respective committee will assume the duties of Chairperson, and a new Secretary-Treasurer will be elected by the Student Body.

3. In the case of vacancy in the office of Secretary-Treasurer of the Student Government Association or of Secretary-Treasurer of a Standing Committee, a new Secretary-Treasurer will be elected by the Student Body.

4. In the case of vacancy of a Class Representative to one of the Standing Committees or a Dorm or Day Student Representative to the Student Government Association, a new Representative shall be elected by their constituency.

Section F. Termination of Office

1. An officer who finds it necessary to resign must submit a written resignation to the Student Government Association two weeks before

they wish the resignation to become effective.

2. Any officer who violates the Honor Code, fails to maintain an accumulative average of a least 2.5, accumulates more than two unexcused absences from meetings, or fails to perform their duties as an officer may be removed from office.

3. If more than 50 percent of all full-time students feel that a student is incapable of or incompetent in fulfilling an office of the Student Government Association, they must present to the Student Government Association a signed petition impeaching that officer. A committee shall be formed which shall include the President and Secretary-Treasurer of the Student Government Association, who will serve as Chairperson and Recorder, respectively, and the four Class Presidents. In the case of impeachment of the President or Secretary-Treasurer of the Student Government Association, the Committee shall include the Chairpersons of the Standing Committees and the four Class Presidents, with the Senior Class President serving as Chairperson and the Junior Class President serving as Recorder. The Committee will hear and act upon the petition and shall report to the Student Government Association on its findings no later than two weeks after its appointment. A vote of two-thirds of the Student Government Association shall be required for removal from office. The student has the right to appeal to the Appeals Board of the Student Government Association. This Board shall be composed of the Chairperson of Judicial Board, who shall serve as Chairperson; the Vice-Chairperson of Judicial Board, who shall serve as Recorder; the Dean of Students; and the Dean of the College.

Article IV

Advisors

Section A. Method of Selection. The Student Government Association advisor and Standing Committee advisors shall be selected from the faculty and staff. All advisors shall serve for one year. The term will begin following the Student Government Association Installation Convocation and will conclude with the Student Government Association Installation Convocation of the following year.

Section B. Responsibilities of Advisors. Each advisor shall attend the meetings and functions of their respective groups when possible. They shall have no vote but shall serve as a counsel on all necessary matters. If the advisor is unable to attend, that person may send an alternate.

Section C. Termination of Advisors. Any advisor who finds it necessary to resign must submit a written resignation to the constituency which that person advises two weeks before they wish the resignation to become effective. In the case of vacancy of an advisor, another advisor shall be elected to complete the term.

Article V

Section A. Frequency of Meetings. Student Government Association shall meet bi-monthly and when deemed necessary by any of its members.

Section B. Special Meetings.

1. If emergency or last minute announcements are necessary a special meeting shall be called by the President of the Student Government Association.

2. In the event that a special meeting is called, the Secretary-Treasurer or the President of the Student Government Association shall notify all representatives of the Student Government Association. The reason for the meeting shall be communicated at the time of notification.

Section C. Quorum. Two-thirds of the Student Government Association shall constitute a quorum.

Section D. Parliamentary Authority. All meetings of the Student Government Association will follow Robert's Rules of Order.

Section E. Voting. In all business transacted by the Student Government Association, a simple majority of the quorum is needed for passage.

Article VI

Section A. Finances. All Standing Committees of the Student Government Association and student publications shall receive funding from the Student Government Association. These monies shall be kept in the college bank.

Section B. Disposition of Funds in the Case of Inactivation. If a Standing Committee or a publication dissolves or is inactivated, its funds shall be returned to the Student Government Association account.

Article VII

Section A. Constitution.

1. Any member of the Student Body may propose an amendment to the Student Government Association constitution. The amendment shall be presented in writing at a Student Government Association meeting and then voted upon at a second meeting. A majority vote of the Student Government Association shall be required for an amendment to be presented to the student body. A two-thirds majority of the students voting is required for the adoption of an amendment.

2. All approved amendments shall then be submitted to the Dean of Students to be placed on file.

Section B. Rights to Petition. All students have the right to bring petitions before the Student Government Association. A petition must be signed by 25 percent of all full-time students and be presented to the President of the Student Government Association.

Section C. Referendums. Six percent of the Student Body may petition for a referendum on any measure passed by the Student Government Association. A decision of the Student Government Association may be overridden by a two-thirds vote of the Student Body.

BY-Laws

Section A. Appointed Committees.

The chairpersons of the Appointed Committees shall be appointed by the President of the Student Government Association with the approval of the representatives of the Student Government Association.

1. Orientation Committee: which shall be responsible for planning the activities for Orientation.

2. Elections Committee: which shall be responsible for supervising elections, counting ballots for all elected offices and for serving as a nominating committee when deemed necessary. (See By-Laws, Section C.)

3. Admissions Core: which shall work in conjunction with the Admissions Office in planning Admission Visits and helping in any other admissions projects.

4. Traffic Appeals Board: which shall be responsible for hearing all appeals on traffic citations.

Section B. Co-Ordinate Committees. Each non-elective faculty committee is to have student members with full privileges, with the limitation that the student members may be excluded from committee proceedings where the academic qualifications of any student are being discussed, or where the committee is considering any student's performance for the purpose of assigning an academic grade. The number of student members is set by the Faculty-Administration Council. The student members shall be selected by the Student Government Association.

1. Awards Committee: to be responsible for making nominations and for recommending recipients for awards and honors at designated times. They shall be in charge of the Awards Day Program.

2. Educational Programs and Curriculum Committee: to consider curriculum and academic standards and to make recommendations to the faculty; to be responsible for review of all educational programs of the College.

3. Honors: to recommend to the faculty, matters of policy concerning the Honors Program and to serve as the administrative unit for this program.

4. Social Services: to consider, recommend, and supervise intercollege and community functions (i.e., faculty coffees and remembrances, visiting speakers, cultural events, and community projects).

5. Student Qualifications: shall review and advise with appropriate officers on matters related to student admissions and scholarships; to be responsible, in co-operation with the Educational Programs and Curriculum Committee, for academic regulations as listed in the college catalog under "Academic Regulations".

6. Summer Sessions and Continuing Education: shall be responsible for proposal and review of programs offered through Continuing Education or Summer Sessions. To make recommendations concerning the length, scope, and administration of these programs to the appropriate faculty committees and administrative officers.

7. Teacher Education: shall coordinate all aspects of the teacher education program with the educational philosophy and purpose of the college. This Committee shall work in conjunction with the Department Chairpersons.

Section C. Elections.

1. Supervision of Elections. The elections of Queens College shall be directed by the Elections Committee of the Student Government Association.

2. Time of Elections.

a. The Student Government Association elections, consisting of the offices of President and Secretary-Treasurer of the Student Government Association, the Chairperson and Secretary-Treasurer of the Standing Committees, and the officers and members of Judicial Board, shall be held in the spring of each year.

b. Class Elections, consisting of a President, Secretary-Treasurer, and one class member-at-large for each Standing Committee, shall be held

after dormitory sign-ups in the spring.

c. Dormitory and Day Student Elections, consisting of one representative to the Student Government Association for each dormitory, and one representative from the Day Students, shall be held at the same time as Class Elections.

d. Freshman Class Elections and Dormitory Elections shall be held three weeks after the Fall Term has begun.

3. Nominations.

a. In order to be eligible to run for any position, a student must be in good standing with the Honor Code and maintain at least a 2.5 accumulative average.

b. All candidates for office shall be chosen by self-nomination. There shall be a minimum of two candidates for each office, and a maximum of eight (the Elections Committee may deem it necessary to nominate additional or fewer candidates).

c. One week prior to the date of an election, sign-ups for the elected offices shall be held in the Student Center for five days. No one may sign up to run for more than one office.

d. In the case that an office has no candidates during the five-day self-nomination period, the Elections Committee shall nominate a candidate, with the advice of the President of the Student Government Association, the Chairpersons of the Standing Committees, and the Chairperson of Judicial Board.

4. Voting

a. All full-time students of Queens College are eligible to vote in any election.

b. Voting shall be by secret ballot (unless otherwise designated).

c. All elections shall be held in voting booths in the Student Center. Voting will last for the entire day.

5. Counting Ballots.

a. No one except members of the Elections Committee may be present to count ballots. The Chairperson and Co-Chairperson of the Elections Committee shall take the final count of all ballots.

b. If the name of a member of the Elections Committee appears on the ballot, that member shall not be present when the ballots are counted.

c. A candidate must receive a simple majority of the votes in order to be elected to an office.

6. Notification of Elections Results. After the ballots have been counted, a meeting for just the candidates will be held to announce the names of the newly-elected officers and representatives. Following this meeting, the winners will be announced to the Student Body.

7. Contesting of an Election. In the event of a contested election, twenty-five percent of the Student Body must present to the Chairperson of the Elections Committee within forty-eight hours after the election in question, a signed petition with stated reasons as to why the election is being questioned.

a. An Investigation Committee consisting of Chairperson and Co-Chairperson of the Elections Committee, President of the Student Government Association, and the Dean of Students shall investigate the petition.

b. Upon the decision of the Investigation Committee, the Elections Committee shall act accordingly.

Section D. Clubs. All clubs, excluding social sororities, pertaining

to extracurricular life of the college shall be chartered by the Student Government Association.

1. Process. A club whose members must be registered students at Queens College shall submit in writing, to the President of the Student Government Association, a petition requesting a charter. The petition should include:

a. The proposed name of the club.

b. A statement of the purpose or function of the club.

c. A statement of procedure for financing the club.

d. Signatures of 12 members unless a smaller membership is consistent with their objectives.

e. Submit the name of an advisor.

f. If planning to be affiliated with a national, state, or regional organization, a letter from such national, state, or regional organization stating its willingness to approve this affiliation shall accompany the petition.

2. After the petition has been submitted, the group shall be given six weeks to organize and write a constitution.

3. After six weeks, one representative of the club shall submit in person, the proposed constitution to the President of the Student Government Association for consideration and approval by the Student Government Association. This constitution shall follow the model constitution of Queens College.

a. At the first meeting following the submission of the constitution, the Student Government Association can make recommendations for changes in the proposed constitution and By-Laws.

b. A two-thirds majority vote of the Student Government Association is necessary to approve the finalized constitution and By-Laws.

c. If approved, the President of the Student Government Association shall notify the club of the Student Government Association's approval and shall issue the club's charter.

4. Requirements. Upon approval and chartering, the club shall submit to the President of the Student Government Association the following:

a. Within four weeks a Term agenda of activities.

b. Within two weeks after election, the names of the newly elected officers of the club. The Dean of Students shall also receive a list of the officers for the permanent file.

5. Loss of Charter or Probation. The club is responsible for fulfilling its purposes. If these purposes are not met, the club may be subject to probationary status or loss of charter, pending action by the Student Government Association. The moderator of the club may come before the Student Government Association for consultation.

6. Advisors. All extra-curricular clubs shall have at least one advisor. Social sororities may use any alumna of their organization as an advisor in the place of a faculty or staff member.

7. Annual Procedure for Clubs. All clubs shall submit annually to the Student Government Association:

a. A list of present members, officers, and their advisor.

b. A financial statement disclosing their balance.

c. Any changes made in their constitution or By-Laws.

Judicial Board

Chairperson—Carolyn Rainey

Vice Chairperson—Ellen Clark

Secretary—Amy Vernberg

Senior Representative—Robin Patric

Junior Representative—Elsie Trawick

Sophomore Representatives—Pam Runyan, Betsy Cornell

Preamble

The purpose of Judicial Board is to investigate and act upon any alleged violations of the Honor Code of Queens College and upon any infractions of social regulations on the campus and at Queens sponsored functions.

Article I

Name

The name of this organization shall be Judicial Board.

Article II

Membership

Section A. The Dean of Students shall assist the Chairperson of Judicial Board when the Chairperson deems it necessary. The Dean of Students shall assist the Chairperson in selecting an advisor to Judicial Board, and she may reserve the case for her own jurisdiction without referring it to the Board for action. The board maintains the right to refer any case directly to the Dean of Students for appropriate action.

Section B. Membership of Judicial Board shall consist of eight students and one advisor.

1. Membership qualifications for students:

a. Membership in Judicial Board shall be open to any sophomore, junior, or senior who is a full-time student at Queens College and has an accumulative grade point average of at least a 2.5.

b. No student who is on social or academic probation may become a member of Judicial Board.

c. Members from the student body shall consist of one senior, two juniors and two sophomores to be elected in Student Government Association elections. Only a senior may be elected to serve as Chairperson.

d. No individual will be denied membership because of race, religion, color, or nationality.

2. Membership qualifications for advisor:

a. An advisor shall be appointed by the Chairperson in consultation with the Dean of Students.

b. An advisor may be another administrator, a faculty member, or an appropriate staff member of Queens College and may be reappointed for more than one term of office.

c. An advisor shall have a vote in the same manner as other members.

d. If the advisor cannot be present, the Dean of Students and the Chairperson shall appoint a substitute.

3. Selection of student members:

a. New members shall be elected during Student Government Association elections.

b. Within 24 hours of election to Judicial Board, the newly elected members will notify the Chairperson of her acceptance and willingness to uphold the purpose of the Board and shall take the Oath of Office at a time specified by the Chairperson. The Chairperson-elect shall

be installed at the S.G.A. Installation of Officers by the outgoing Chairperson.

c. The Chairperson-elect shall be installed at the Student Government Association installation of Officers by the outgoing Chairperson. The outgoing Chairperson and the Chairperson-elect shall install the Vice-Chairperson and Secretary who will then act as witnesses to the taking of the Oath of Office of each member.

4. Termination of membership:

a. Any member wishing to terminate her membership must submit a written request for release to the Chairperson at least two weeks prior to the date she wishes the termination to become effective.

b. A member of Judicial Board shall be considered for release from the Board if her conduct or attitude is contrary to the purposes of the Board and/or if she is negligent of her duties as a member of the Board.

(1) Improper conduct and attitude shall be defined as violations of the Honor Code and/or violations of social regulations.

(2) Negligence of duties shall be defined as more than two unexcused absences from the Board and/or failure to complete tasks assigned to members of the Board.

(3) If a member's service to the Board is questioned by a simple majority vote of the Board, she will be asked to appear before the Board to state her case.

(4) To terminate a member's service to the Board, it will take a simple majority vote.

(5) Written notification of the Board's decision will be given to the member being considered for release within 48 hours of the Board's decision.

c. On termination of a membership, a new member shall be elected by the Board by a simple majority vote.

Article III

Officers

Section A. Elected Officers

1. The Chairperson, Vice-Chairperson, and Secretary of Judicial Board shall be elected through Student Government Association elections.

2. The Chairperson of Judicial Board shall be a senior.

Section B. Duties of Elected Officers

1. Chairperson:

a. To call and preside over meetings of Judicial Board.

b. To appoint an investigating committee in cases where it is deemed necessary and in all violations of the Honor Code and to serve as a member of this committee.

c. To confer with the Dean of Students when deemed necessary.

d. To serve as an "ex-officio" member of the Appeals Board.

2. Vice-Chairperson:

a. To assist the Chairperson in the execution of her duties and to preside at meetings of Judicial Board in the absence of the Chairperson. (i.e. hearings, President's Board, Appeals Board, etc.).

b. To assume the duties of the Chairperson in the event of her resignation.

c. To give written notice to any alleged violator of required attendance at a Judicial Board hearing at least 48 hours prior to that

hearing. This notice is to be delivered in person, and a statement shall be signed by the violator and the deliverer that the notice has been received. The 48 hour notice can be waived by a signed statement by the violator and the deliverer of the notice.

d. To serve as Chairperson of any investigating committee appointed by the Chairperson of the Board.

e. To notify all members of Judicial Board in writing 24 hours prior to any called meetings.

f. To serve, in the absence of the Chairperson, as the ex-officio member of the Appeals Board.

g. To give written notice of alleged violators to the Chairperson, Secretary and Advisor at least 24 hours prior to the scheduled meeting.

3. Secretary:

a. To take minutes of all meetings which should be placed in a permanent form to be submitted to the Board for final acceptance at the next meeting.

b. To give a complete copy of the minutes to the Dean of Students and the Chairperson of the Board within 24 hours after the meeting.

c. To give to the Dean of Students any decisions in writing which must be placed in an individual student's folder.

d. To notify resident directors of decisions regarding the discipline of residents of her building who have committed social violations and who have been given social restrictions. This shall be done at least 24 hours prior to the beginning of any serving of punishment by the violator.

Section C. Qualifications for Holding Office

The Chairperson shall be a member of the senior class who is a full-time student, has an accumulative grade point average of at least 2.5 and who is not on social or academic probation.

Section D. Termination of an Office

1. An officer who finds it necessary to resign her office must submit a written resignation to the Board two weeks prior to the date she wishes the termination to become effective.

2. An officer shall be relieved of her duty in the same manner as seen in Article II, Section B, Unit 4.

3. On termination of the office of Chairperson, the Vice-Chairperson shall assume the duties of Chairperson.

4. On termination of the office of Vice-Chairperson or Secretary, a new officer will be elected from the remaining members of the Board by a simple majority vote.

Article IV

Meetings

Section A. Frequency of regular meetings

Regular meetings shall be held weekly unless the Chairperson feels it necessary to have a called meeting.

Section B. Special Meetings

1. Special meetings shall be called to act on student cases not heard at the regular meeting, to discuss termination of membership, or to discuss business not covered at the regular meeting.

2. Special meetings shall be called by the Chairperson, and the Vice-Chairperson shall notify the members in writing 24 hours prior to a special meeting.

3. Fifty percent (50%) of the mem-

bership may, by petition, call a special meeting.

Section C. Quorum

1. Voting quorum for Judicial Board shall consist of six members including the Chairperson and the advisor.

2. All members shall have one vote except the Chairperson who will vote only in the case of a tie.

3. If necessary, quorum shall be adjusted at any time by the Chairperson in consultation with the Board.

Article V

Constitution

Section A. Any member at any regular meeting may propose a written amendment; final action on which will be delayed until the next meeting. A simple majority vote of the membership shall be required for adoption of an amendment.

Section B. All amendments shall be submitted to the Dean of Students Office for the organization's permanent file.

Section C. This constitution must be reviewed every year and updated when necessary by Judicial Board. Any major structural changes in the discipline system must be approved by the Student Government Association.

Article VI

By-Laws

Section A. Procedures.

1. For any violation of the social regulation and/or the Honor Code of Queens College, each student shall be on her honor to report herself to the Judicial Board within 24 hours after the violation occurs.

2. After 24 hours any witness or person with knowledge or evidence shall be on her honor to report herself to Judicial Board immediately.

3. If a witness or person with knowledge or evidence of an Honor Code violation does not report to Judicial Board after 24 hours of the violation, she will have violated the Honor Code.

4. An investigation committee shall be appointed in the case of all alleged violations of the Honor Code, and if necessary, in cases of social violations. This committee shall include: Vice-Chairperson (who serves as Chairperson of the investigating Committee), and two other members of Judicial Board chosen by the Vice-Chairperson of Judicial Board.

a. The investigating committee's report shall be presented to Judicial Board.

b. In this investigation, the Vice-Chairperson may request the assistance of any members of the college community.

c. The investigating committee shall not discuss the findings of the committee until presented before Judicial Board.

d. Judicial Board shall abide with the Search and Seizure policy, stated in the student handbook, in any investigation.

5. A student who has been reported for an alleged violation of the Honor Code and/or a social violation shall be given at least 48 hours written notice of her attendance at the next meeting of Judicial Board.

a. The Vice-Chairperson shall give the alleged violator a written statement of the charge which has been filed against her, and she shall be

required to sign the statement as proof of her notification. This 48 hours can be waived with a statement signed by the violator and the deliverer of the notice.

b. The alleged violator shall keep one copy of this statement and the second copy shall be kept in the files of the Chairperson.

6. The alleged violator shall be entitled to select a counselor from the student body.

a. The counselor will be permitted to accompany her and advise her throughout the hearing. Both the alleged violator and her counselor are bound by the Honor Code in their actions and statements.

b. A dormitory representative to S.G.A. or the Vice-President of the Day Student Council shall be available to serve as counselor if requested.

c. The counselor may participate directly in the hearings only by the permission of the Chairperson.

7. The alleged violator has the right to know who reported her.

8. Witnesses may be called by Judicial Board upon the request of the alleged violator, the reported, or any member of Judicial Board. Such witnesses are required to be present at the time of the hearing and shall remain available to questioning only at the discretion of the Board.

9. All participants in the proceedings shall have the right, upon recognition of the Chairperson, to question the person then testifying.

10. The alleged violator has the right of having a public hearing, but in order to protect the rights of privacy of all persons involved in the investigation, no member of Judicial Board and no participant, other than the alleged violator with her counselor, shall discuss in any way outside the hearing room.

11. At the conclusion of the testimony, Judicial Board shall, in closed session, reach its decision. A simple majority decision of the members voting shall be necessary for a decision of guilty.

12. A simple majority decision of the members shall be necessary to determine disciplinary matters.

13. In the event that a member of Judicial Board has been directly involved in a case prior to its being reported to the Board, she will not function as a member of the Board in that case.

Section B. Decisions.

1. Judicial Board may render a decision of guilty or not guilty.

2. In the event of an Honor Code violation and/or a social violation, Judicial Board will deliver the decision and discipline which it considers to be the most beneficial to the student and the college community.

3. At that time the Board shall hear and act upon all cases of appeals concerning timing of discipline set for violations.

Section C. General Policies.

1. Written records of all proceedings shall be kept.

2. A complete copy shall be kept by the Dean of Students and the Chairperson of Judicial Board.

3. At the end of each academic year, the Chairperson shall strike all pertinent names of those involved from her copy and turn in these records to the Dean of Students Office for safekeeping during the summer.

4. The Chairperson's copy shall remain in her files for a period of five years.

Section D. Oath of Office.

As a member of Judicial Board,/ I solemnly pledge/to uphold the principles and procedures/ of the Honor Code of Queens College./ In so doing,/ I promise to support two traditions of the college/ which are imperative to community living and working:/ the traditions of honesty in all matters/ and the tradition of social responsibility./ I hereby accept/ the responsibilities which come as a member of this Board./ To the best of my ability/ I will execute my duties/ of being truthful in all matters/ of honor and social concern/ and of helping my fellow students/ assume their responsibilities/ by calling attention to any action/ which will jeopardize our two traditions.

Article VII

Appeals Board

Section A. The Appeals Board shall hear and act upon all cases submitted to it by a student if she is dissatisfied with the decision rendered by Judicial Board or the decision rendered by the Dean of Students.

Section B. Membership.

1. The Appeals Board shall include four student members, one ex-officio member who shall be the Chairperson of Judicial Board, the Dean of the College, and the Dean of Students.

2. The student members shall be: the President of the Student Government Association, the Chairpersons of the three standing committees of the Student Government Association, and the Chairperson of Judicial Board who serves as an ex-officio student member.

3. The President of the Student Government Association shall serve as Chairperson of this Appeals Board.

4. The Chairperson of the Social Activities Committee shall serve as Secretary.

Section C. Procedure.

1. Appeals Board shall meet to consider any case which has been submitted in written form to the Dean of Students Office.

2. The student wishing to appeal her decision must notify the Dean of Students Office in writing within 24 hours after she has received the decision of Judicial Board.

3. The Appeals Board shall meet to review a case within one week of the submission of the case.

4. Quorum shall be three student members, the Chairperson of Judicial Board, and the two deans.

a. If a student wishes to appeal a decision of the Dean of Students, that dean will not function as a member of Appeals Board.

b. If a dean cannot be present, a substitute must be appointed by that dean.

5. The Appeals Board may confirm or change the decision of Judicial Board, including an increase or decrease of the discipline rendered by Judicial Board. In the event of a tie on Appeals Board, the final decision shall be placed before the President of the College.

6. A simple majority decision of the voting members shall be necessary for a decision of Appeals Board. A simple majority decision of the voting members shall be necessary to determine disciplinary measures. All members shall have one vote except the Chairperson of Judicial

Board who serves as an ex-officio member.

7. Written records of all proceedings of Appeals Board shall be kept. Complete copies shall be filed with the Dean of Students and the President of the College.

8. A student submitting an appeal shall be entitled to select a counselor from the student body who has the rights and privileges explained in Article VI, Section A, Item 6.

9. In order to protect the rights of privacy of all persons involved in the appeals case, no member of the Appeals Board and no participant in the case shall discuss the Proceedings in any way outside the hearing room. Exception to this rule of silence shall be the student who is appealing her case and her counselor, who are entitled to discuss the case between themselves.

Section D. Final Appeal.

1. If a student is dissatisfied with the decision of the Appeals Board, she may submit a written appeal of her case to the President of the College within 24 hours after the decision of the Appeals Board.

2. The President of the College will notify the student of his receipt of her submission of an appeal within 24 hours after the student's submission of the appeal.

3. The President will render a decision concerning an appeal within a week after he has acknowledged receiving the appeal.

4. The President's decision is final and may not be appealed.

5. Complete copies of the President's decision shall be filed in the Dean of Students Office and the Office of the President.

Regulations

The Honor Code

The Honor Code is one of the cherished possessions of Queens College and is of fundamental importance in the educational experience.

The Honor Code regulates all phases of college life and is binding on all members of the community. The Code is based on three basic principles:

—truthfulness at all times;

—respect for the property of others;

—and honesty in tests, examinations, term papers and all other academic assignments.

When a member of the college community signs the Honor Code, it is an acceptance of the responsibilities of the honor system, and enables that member to enjoy the freedom and privileges of living in a community governed by mutual trust and respect.

Social Regulations

Violation of the social regulations in the following section shall be cause for the violator to appear before Judicial Board.

Alcoholic Beverages

Queens College recognizes the social problems inherent in the misuse of alcohol and discourages student consumption of alcohol as being detrimental to the educational purposes of the college. It also seeks to provide a realistic social atmosphere on campus, to develop student responsibility, and to permit maximum personal freedom in matters affecting student life.

The following regulations are designed to support these objectives:

1. Students are responsible at all times for complying with North Carolina laws governing possession and use of alcohol. North Carolina law includes the following provisions:

"It shall be unlawful for any person, firm or corporation knowingly to sell or give any products with an alcohol content, including beers and wine, to any minor under 18 years of age. In like manner it is unlawful for any minor under 18 years of age to purchase or possess, or for anyone to aid or abet such minor in purchasing any such products.

In addition it is unlawful for any person, firm or corporation knowingly to sell or give any alcoholic beverage with an alcohol content in excess of 15% to any minor under 21 years of age. This in general refers to such things as whiskey, gin, vodka and the like. In addition it is unlawful for any minor under 21 years of age to purchase or possess, or for anyone to aid or abet such minor in purchasing any such product as set forth above. It is unlawful for any person, regardless of age, to transport an opened bottle of any alcoholic beverage in a car."

Attention is directed to the fact that under the law possession of hard liquor by those under 21 years of age is illegal.

2. Beer and wine are permitted in the Student Center, Barn, and Web.

3. Permission to use beer and wine on special occasions elsewhere on campus must be requested from and authorized by the Dean of Students.

4. Possession of alcoholic beverages in dormitory rooms is regulated by state law.

5. Student Government Association funds may not be used to purchase alcoholic beverages.

6. Queens students are responsible for their personal conduct at all times and shall be subject to discipline, including possible suspension, for behavior which discredits the students and/or the college.

Alcoholic Beverages

(Sale)

The Executive Committee of the Board of Trustees of Queens College has approved the sale of beer and wine on the Queens College campus according to the following policy.

1. Areas

a. Beer and wine are to be sold by Saga Food Service in the Jernigan Student Center Snack Bar and may be consumed only within this room.
No alcoholic beverages may be taken into or out of this area.

b. Other areas can be temporarily designated for distribution by the administration (i.e. meetings of the Friends of the Library, etc.).

2. Guests

a. Each Queens student is allowed to have only three guests.

b. All Queens students, faculty and trustees are to present their identification card for admittance to the Snack Bar and their guests will sign the registry.

c. When the Queens student leaves the area her guests must leave also.

3. Procedure

a. The hours for beer and wine to be sold will be posted in the Hollow.
No sales of beer or wine will be allowed on Sunday or after the above closing hour. Other opening hours may be authorized by the administration for special occasions.

b. Each person who purchases beer or wine must upon request be able to provide valid identification.

c. The college and Saga Food Service must adhere to and enforce the regulations of the North Carolina State Board of Alcoholic Control.

4. Violations

Any violation of these policies will disqualify the student from using the Snack Bar for one month.

Drugs

The illicit and improper use of drugs (for example: amphetamines, barbiturates, opiates, hallucinogenic drugs, and marijuana) is not in keeping with the personal welfare nor the pursuit of academic achievement, and therefore, will not be acceptable conduct by Queens students. Queens College abides by, and expects its students to abide by, the laws of the State of North Carolina and the Federal Government regarding the possession and use of drugs. The possession or use of drugs is, therefore, a violation of Judicial Board standards. Any offender will be dealt with by this Board, or the case may be referred to the Dean of Students for action.

The main concern and responsibility of Queens College to the abuser of drugs is constructive rehabilitation. Resident Directors qualified in counseling, the college physician, other administrative staff members, and Open House, a 24-hour counselling service in Charlotte, are available to students who wish to discuss confidential matters concerning drugs and their use.

Firearms and Explosives

N. C. General Statute 14-269.2 Weapons on campus or other educational property:

"It shall be unlawful for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol, dynamite cartridge, bomb, grenade, mine, powerful explosive as defined in G.S. 14-248.1, bowie knife, dirk, dagger, slingshot, leaded cane, switch-blade knife, blackjack, metallic knuckles or any other weapon of like kind, not used solely for instructional or school sactioned ceremonial purposes, in any public or private school building or bus, on any public or private school campus, grounds, recreation area, athletic field, or other property owned, used, or operated by any board of education, school, college, or university board of trustees or directors for the administration of any public or private educational institution."

Self-Limiting Hours

Self-limiting hours permit students to leave the dormitory after closing or to return to the dormitory between closing and 6:00 a.m. A return after 6:00 a.m. is considered an overnight.

All students, except first term freshmen, are eligible for self-limiting hours. Students under 21 years of age must have parental approval. Approval forms are available in the Dean of Students Office.

Any student using self-limiting who is not eligible is in violation of this regulation.

Arriving after closing:
Eligible students with self-limiting hours are to go directly to the Public Safety Office when they return to campus. On the form provided, they are to sign their name, dormitory, and time of arrival. The officer on duty will admit each student to her dormitory after she has signed in and her I.D. has been checked.

Leaving after closing:
Eligible students with self-limiting hours wishing to leave the dormitory after closing will notify the officer on duty by telephone. The officer will unlock the building and escort the student to the Public Safety Office, where she will sign out.

If a Queens student has a guest staying with her in the dormitory, the guest is eligible for self-limiting hours provided her hostess has this privilege. The guest must obtain a self-limiting slip from the Resident Director to be presented to the officer upon her return to campus.

Opening and Closing Hours

Dormitories are opened at 6:00 a.m. every morning and closed according to the following schedule:

Sunday-Thursday, 12:00 midnight

Friday and Saturday, 2:00 a.m.

Any student entering the dormitory after closing or leaving the dormitory before opening, without self-limiting privileges, is in violation of these hours. For special circumstances a student may leave early by receiving permission from the Resident Director or Associate Director.

Quiet Hours

Campus quiet hours are to be observed Sunday—Thursday from 11:00 p.m. through 7:00 a.m. Freshmen are to observe the additional quiet hours of Sunday-Thursday from 7:00 p.m. through 10:00 p.m.

Quiet hours are provided for the benefit of all resident students so that studying and sleeping may be done in a student's room.

Any dormitory wishing to extend quiet hours may do so by a vote of the dormitory residents.

Overnights and Weekends

An overnight consists of an absence from campus beginning at dormitory closing and going beyond 6:00 a.m. of the following day. A weekend consists of Friday and Saturday nights.

During the week (Sunday through Thursday) all students, except first term freshmen and those who do not have self-limiting, may spend the night away from campus if they have their parents' permission.

A student must have been given self-limiting hours by her parents or be 21 years of age in order to spend week nights away from campus. First term freshmen and upperclassmen without self-limiting hours may spend weeknights away from campus only with special permission (by phone/letter) from their parents. All students may spend an unlimited number of weekend nights off campus.

Spending the Night in Another Dorm

Students may spend the night in other dormitories. They are requested to notify their own Resident Director and the Resident Director where they are staying of their whereabouts in case of an emergency.

Overnight Guests

Resident students must register all overnight guests, whether they are off-campus guests or just from another dorm, on a guest check-in list provided by their Resident Director. This allows the Director to notify the guest in case of an emergency and to watch for her in case of fire, etc. An off-campus guest is expected to follow the same rules set for her Queens hostess. The Queens student will be charged with any violation her off-campus guest commits.

Open Visitation Policy

The students living in Harris, Wallace and Belk shall have the following open visitation policy.

Male visitors are allowed to visit the student's room Friday and Saturday between the hours of 7:00 p.m. and 1:30 a.m. provided:

1. The guest has registered at the lobby desk.
2. The guest is accompanied at all times by a Queens student.
3. The Queens student has left her I.D. at the registration desk.

Seniors living in Long may have male guests in their suite between the hours of 6:00 a.m. and midnight Sunday through Thursday and from 6:00 a.m. until 2:00 a.m. Friday and Saturday provided:

1. The male guest is escorted in the halls at all times by a Queens student.
2. The hall doors to the lobby are kept locked 24 hours per day.
3. Only seniors living in Long will have a key admitting them to the hallways.

Campus Regulations

Bare Feet

Due to health and sanitation codes, students and guests are requested to wear shoes in Morrison Dining Hall, The Hollow and Burwell Hall.

Convocations

All students are expected to attend the following College Convocations:

Opening Convocation—Tuesday, September 5, 9:20 a.m., Dana Auditorium

Senior Recognition—Tuesday, September 12, 9:20 a.m., Dana Auditorium

Honors Convocation—Tuesday, February 6, 9:20 a.m., Belk Chapel

Awards Convocation—Tuesday, May 1, 9:20 a.m., Dana Auditorium

Sales and Solicitations

For the student's protection against fraudulent sales and annoyance, no door-to-door soliciting is permitted by on- or off-campus groups.

Any on-campus person or organization who wishes to sell merchandise may set up in the lobbies of the dormitories, with permission from the Resident Director, or in the Student Center, with permission from the Dean of Students Office. Advertising may be posted only on bulletin boards and may not be taped on glass or windows in any dormitory.

Any off-campus person or agency who wishes to sell or advertise any merchandise or service on campus must receive permission from the Dean of Students Office. Once permission is granted, products may be sold ONLY in the Student Center. Any off-campus advertising must bear the stamp of the Dean of Students Office before it can be posted in any location. Unauthorized advertisements will be removed.

Smoking

Due to fire regulations, so that individuals do not infringe upon the rights of others, the College requests that there be no smoking in Dana Auditorium, Suzanne Little Recital Hall, and campus classrooms. A section in Morrison Dining Hall has been designated as an area where smoking is permitted at meals.

Strangers on Campus

Students are requested to offer directions or information to strangers. Those who do not have specific business on campus are not to be permitted in any building. Students should report these strangers to security.

Reserving Facilities

Any student or group wishing to reserve a facility for a meeting or activity should contact the Dean of Students Office. If you are needing maintenance to provide equipment, i.e. tables, chairs, platforms, the request must be three working days prior to the event.

To reserve audio visual equipment, contact the library 24 hours prior to the time you need the equipment. A.V. equipment needed for Saturday or Sunday must be reserved on Thursday.

Parking

The following areas are restricted during the times indicated:

Burwell Circle

Reserved and Visitor parking only, 7:00 A.M.-10:00 P.M., Monday-Friday; 7:00 A.M.-12:00 Noon, Saturday.

Student Center Loading Zone

15 Minute Parking, 7:00 A.M.-5:30 P.M. Monday-Friday.

Infirmary

Infirmary Staff only, 24 hours daily.

Rear of Library

Library Staff only. 7:00 A.M.-8:00 P.M. Monday-Friday.

Library Circle

One hour parking, 7:00 A.M.-5:30 P.M. Monday-Friday; 30 minute parking at Early Learning Center, 7:00 A.M.-5:30 P.M. Monday-Friday; No parking after dormitory closing hours.

Reserved Spaces, Lot B

Resident Directors and Public Safety Director, 24 hours daily.

Restricted Parking, Lot E

Mecklenburg Presbytery staff and visitors, 7:00 A.M.-5:30 P.M. Monday-Friday.

An escort service from the parking lot to the student's dormitory is available from the Public Safety Department during hours of darkness. The student should stop by the Public Safety office in the Stultz Building on her way to the parking lot to request this service.

Prohibited Parking and Traffic Practices

No parking at any time is permitted in the following areas:

1. Designated Fire Lanes, including:

a. Immediately in front of the Library.

b. In the driveway passing next to the gym and in front of the sorority lodges.

c. In the driveway leading from the Infirmary to Lot B.

d. In the driveway between Watkins and the Library.

e. In the service drive between Albright and Long.

f. In the service drive beside Barnhardt.

2. Loading zones around the Heating Plant and the Maintenance Buildings.

3. Loading zone behind Dining Hall.

4. Adjacent to or over any yellow marked curb or pavement.

5. On sidewalks or lawn.

6. In any other area designated a No Parking area by signs or pavement markings.

The following parking practices are prohibited:

1. Parking an unregistered vehicle on campus at any time.

2. Parking in a space reserved for another vehicle.

3. Parking in a zone designated for vehicles bearing permits other than the one displayed during hours when zone parking restrictions are in effect.

4. Parking over lines delineating the parking space.

5. Parking parallel more than 18 inches from the curb.

6. Parking in a travel lane or otherwise blocking traffic.

7. Parking against the direction of traffic flow.

8. Double parking.

9. Blocking curb ramps.

Traffic regulations include:

1. Traffic on the Burwell and Library circles is One Way only.

2. Speed limit on campus is 10 miles per hour.

3. North Carolina motor vehicle laws concerning speeding, reckless driving, and driving under the influence of intoxicating beverages or drugs apply to private property and will be enforced by campus police officers.

Parking Permits

Each student, faculty member or staff member, including persons

employed by another firm whose work area is on the campus, must register with the College each vehicle which he or she wishes to park on campus during the academic year. A fee of $5.00 will be charged for vehicle registration, up to two vehicles may be registered without additional fee.

Students in Continuing Education Classes and Other Special Courses Held on the Queens Campus must Obtain a Special Temporary Permit. A fee of $1.00 will be charged for this permit, which is valid only during class meeting times, and expires when the course ends. Students who enroll in additional Continuing Education classes within one academic year may obtain parking permits for those classes without additional charge by turning in their old permit to the Continuing Education office. These special permits allow parking ONLY IN LOTS A, D and E (See below).

Parents and guests who are visiting the campus may obtain temporary three-day permits at the Public Safety Office. No more than three temporary permits will be issued for the same vehicle within one academic year without the permission of either the Business Manager or the Director of Public Safety.

Holders of valid parking permits whose vehicles are temporarily disabled may obtain temporary permits for a replacement car at the Business Office or the Public Safety Office. Persons who acquire new vehicles during the year may register the new vehicle at no additional charge, if the previous parking permit is removed from the old vehicle and turned in when registering the new one.

Display of Permits

Parking permits must be permanently affixed to and displayed on the left corner of the rear bumper. Temporary permits must be displayed on the lower left corner of the windshield or displayed on the dashboard in the same vicinity. CONTINUING EDUCATION PERMITS MUST BE DISPLAYED IN THE LOWER LEFT CORNER OF THE REAR WINDOW. Improperly displayed permits will result in a fine.

Parking Areas

Queens College has five well-lighted parking lots for the use of its students and staff. The following areas are reserved on an assigned basis for your use between the hours of 8:00 A.M. and 8:00 P.M.:

Lot A: Wellesley Ave.—Gym
Students; Staff; Faculty

Lot B: Rear of Harris Hall
Students

Lot C: Wellesley Ave.—FAC
Faculty and Staff; some spaces Faculty only

Lot D: Corner of Wellesley and Selwyn Ave.
All properly registered vehicles including Continuing Education permits

Lot E: Radcliffe Ave.
All properly registered vehicles including Continuing Education. Restricted spaces reserved for Presbytery staff and visitors.

Violations

Citations will be issued to offenders for violations of parking and traffic regulations as listed below. The cost of these violations will be added to the student's account or

handled as a payroll deduction for faculty and staff members.

Parking violation (except as listed below)	$3.00
Improper permit display	$3.00
Parking or driving on grass	$5.00
No registration	$5.00
Parking in fire lane (if not towed)	$5.00
All moving violations	$5.00

Citations will be issued for each twenty-four hour period a vehicle is left parked in violation of these regulations. Citations received for no registration, after a permit for the vehicle has been issued, will be charged as improper permit display for failure to display the permit. The first citation for no registration will not be charged, if the vehicle is registered, within three working days of the citaiton, and the citation is presented at the time of registration.

Tow Away/Immobilizer Policy

Campus Public Safety Officers and the Business Manager have the authority to move to a place of storage or immobilize, by attaching a device to prevent its removal, any vehicle parked or left standing, other than as provided for in these regulations. Any immobilized vehicle not claimed within 24 hours will be towed to a place of storage. The owner or operator of the offending vehicle shall be liable for payment of reasonable towing and storage fees, if such vehicle is removed and stored; these fees must be paid before the vehicle can be reclaimed. NOTE: Vehicles left parked in posted Fire Lanes will be towed on sight, if the owner cannot be located within ten minutes.

Responsibility for Violations

Evidence that a motor vehicle was found parked or unattended in violation of these parking regulations is prima facie evidence that the vehicle was parked by:

1. The person in whose name the vehicle is registered with the college.
2. If the vehicle is not registered with the college, the person in whose name the vehicle is registered with the North Carolina Department of Motor Vehicles or the corresponding agency of another state or nation.

Appeals of Citations

An Appeal Board will consider a request to void citations which are deemed to be unwarranted by the student or staff member. The Appeals Board will meet as necessary. All appeals must be made in writing within five working days from the date of the citation, and the citation must be attached to the appeal. The Traffic Appeals Board may be contacted through the Student Government Association or the Director of Public Safety.

Dormitory Regulations

Dormitory Check-In

All resident students must go through a check-in procedure the day they arrive to move into their room.

Key Deposit

Every student must rent a key to her room. The deposit is $5.00, which is collected at dorm check-in and refunded at dorm check-out when the key is returned. A charge of $1 is deducted from the deposit when a key has to be replaced. Each time a student must be let into her room by a dorm staff member, a

fine of 50¢ will be collected and placed in the dorm social fund.

Dorm Check-Out

Any time a student moves out of her dormitory room for any reason, she is required to go through check-out procedures outlined by her Resident Director.

Dormitory Rooms

Room Sign-Up

Room sign-ups for the next academic year are held every Spring. Eligibility for room sign-ups is based upon the receipt by the Dean of Students Office of a $150.00 non-refundable reservation fee. (The $150.00 is credited toward tuition when a student registers in the Fall.) An additional $50.00 room damage deposit is required when the student first applies for a dormitory room.

No student may sign up for a room until both fees have been paid and are on file with the Dean of Students Office. For those students on financial aid, neither of these fees are covered by scholarship money.

Procedures for room sign-ups are announced to all students ahead of time.

Single Rooms

Anyone wishing to live in a single room may do so by paying an additional $100.00 per semester. If a student is in a single room for less than a full semester, the fee will be prorated at $5.50 per week.

Room and Roommate Changes

First Semester Freshmen

The first date a freshman may change rooms or roommates is stated on the Fall Semester Calendar—approximately four weeks after the beginning of classes. Freshmen and first semester transfer students will not be charged a single room fee due to roommate changes during the Fall Semester. Any other room or roommate changes must be approved by the Director of Resident Life.

Room Damages

A room damage deposit of $50.00 is required of all students when they apply to Queens for a dormitory room.

Each student's room is checked by her Resident Director after the student has checked out at the end of the year. The student will be charged for any damage to walls, floors, windows, furniture, etc. Bills will be issued to students after check-out, indicating the amount deducted from their deposit for damages.

When a student leaves Queens permanently, any damage deposit monies remaining in the student's account will be refunded to her by the Business Office.

Dorm Meetings

Meetings are held regularly in each dormitory. All students should be in attendance for announcements, discussions of regulations and problems, changes in the college calendar, and other items relevant to the individual building. Dates, times, and locations of these meetings are posted on the dorm bulletin board.

Emergencies

In case of an emergency, the Resident Director or person on duty is to call the public safety officer. Any decision to call an off-campus agency, such as the City Police or the Fire Department, is to be made by one of the dormitory staff members or the officer on duty. No student is to call on her own. Public Safety is to be notified of all calls.

Fire Regulations

Appliances

In view of fire and insurance regulations, only the following electrical appliances may be used in dormitory rooms:

coffee pots
electric razors
fans
popcorn poppers
hair dryers
radios
stereos
refrigerators (up to 3 cubic feet)
televisions
electric curlers

The following list of appliances may NOT be used in rooms due to the electrical wiring, electrical supply and/or fire hazard:

air conditioners
electric ovens (any type)
hot plates
refrigerators (over 3 cubic feet)

The use of sunlamps must be prescribed by a physician, and the lamp must be used and kept in the infirmary.

Candles, Incense and Paper

At no time may candles or incense be burned in any area of the dormitory. Items such as luggage and paper for paper drives must be kept out of the halls at all times.

Any items which are in violation of fire and safety regulations will be subject to removal by the residence hall staff or Director of Public Safety.

Fire Drills

Every student should know all fire escape routes in her building as well as her dorm's fire procedure. No one is excused from a fire drill if she is present in the dorm at the time of the drill.

Holidays

The opening and closing times of the dormitories for all holidays and breaks are printed in the college calendar. Dorms reopen on the day before classes resume. All dorms close for holidays.

Personal Property Insurance

The College insurance program is designed to provide protection for college property and does not include the property of students or others. It is suggested that students and their parents should review their insurance to be sure that coverage is extended to include personal effects while at college.

Laundry Facilities

Each residence hall has laundry rooms containing coin-operated washing machines and dryers. Ironing boards are also available for students.

Maintenance

Any student needing repair work done in her room or dormitory is requested to report to her Residence Hall Staff.

Possessions

Any personal items belonging to students will be collected by the Resident Director if left in public areas such as halls, lounges, bathrooms, and study rooms.

All dormitories are equipped with a storage room in which trunks, luggage and other items may be kept both during the school year and during the summer months. Storage items should be tagged and clearly marked with the student's name and room number.

Bicycles

Bicycle racks are centrally located on campus. Bikes may not be stored in any dormitory except in the basement storage rooms. Bicycles may be removed from restricted areas without notification to the student.

Pets

With the exception of small fish and turtles, no pets of any kind are permitted in the dormitories at any time. Violation of this regulation will result in a fine of $10.00 for each day or any portion of a day an animal is in a dormitory. Fines are to be paid to the Resident Director in the building in which the violation occurs. An animal may be removed from a student's room without notification.

Refrigerator Rental

Any student or group of students may rent a refrigerator from the College through the Dean of Students. The student signs a rental contract and pays a fee entitling her to use of the refrigerator for the entire academic year.

Search and Seizure

Entry by College residence hall staff into occupied rooms and storage rooms in residence halls, and in student cars, is divided into three categories: inspection, search and emergency.

Inspection

Inspection is entry into an occupied room in order to determine the health and safety conditions of the room, to check the physical condition of the room, to make repairs on facilities, or to perform janitorial operations. Scheduled inspections by off-campus authorities shall be preceded, if possible, by 24 hours notice to the students. During the inspection, there will be no search of drawers, closets or personal belongings.

Search

Search is the entry into an occupied room for the purpose of investigating suspected violation of campus regulations and/or city, state, or federal law. Legal search warrants issued by state courts will be served as directed by the warrants. Every effort will be made to have a representative of the Dean of Students accompany the officers and observe the search. College personnel will not enter a room for purposes of search without permission from the resident(s) or prior permission from the Dean of Students or Residence Hall Director. Any search must be verified in writing to the student(s) by the person receiving permission to search.

A request for permission to search may be made by the residence hall staff when reasonable cause exists to suspect that a violation is occurring or has occurred. There must also be at least two people present during the search.

A copy of the authorization form must be presented to the resident(s) or left in the room if the resident(s) are absent. The authorization form shall list reason for search and items sought. If any items are taken from the room, a signed receipt listing each item will be given to the resident(s) or left in the room.

Emergency

An emergency situation exists when the delay necessary to obtain authorization constitutes a danger to persons, property or the building itself.

Signing Out

Any student planning to be away from her dormitory for the night is

requested to sign out on a list provided by the Resident Director. This request is made of each student for her own safety, and for emergency situations.

Sunbathing Facilities

A sunroof on Wallace Dormitory, a patio in Harris Dormitory, and a concourse by Long Dormitory provide areas for sunbathing. All sunbathing apparel is restricted to these areas on back campus.

Telephones

Campus telephones are provided in each dormitory for local and on-campus calls.

Pay telephones are available in all dormitories for long distance calls.

All students may have private telephones installed in their rooms. All arrangements for telephones are to be made between the student and Southern Bell Telephone Company. The College will not accept responsibility for the installation, billing, or disconnection of telephones. The disconnection of private telephones must be completed prior to dorm check-out at the end of the year.

Room Painting

The Residence Hall Staff and Maintenance will determine which dormitory rooms need painting over the summer. Maintenance will do all painting. The only charge to the student will be if she wants to change colors of the room or if she wants a room painted which does not need painting. In both incidences the cost to the student is $30.00.

Wooden Structure

(Loft)

Permission to build a wooden structure in the room must be requested from the Director of Resident Life. The following guidelines are required for safety reasons and to prevent damage to the walls, floor, ceiling, and furnishings of the room.

Construction of wooden items in residence hall rooms may be authorized during the academic year only under the following conditions:

1. Residents must receive written permission from the Director of Resident Life before construction may take place.

2. Both residents of the room must agree to the construction.

3. No power tools may be used inside the residence hall.

4. Residents are responsible for missing furniture and for any damage to the room, building, or furnishings, (beds, chair, desks, etc.) as a result of the construction.

5. The room furnishings; i.e., desks, dressers, chest of drawers, etc.; may not be used to support or secure any wooden structure.

6. No part of the construction may be attached, wedged, or secured in any manner to the ceiling, floor, or walls of the room. All units must be freestanding.

7. All wooden construction must be removed and the regular room furniture arranged in the same order as when the residents first moved into the room no later than commencement.

8. Any horizontal surface area exceeding 20 square feet must be at least 36 inches from the ceiling.

9. The total horizontal surface area of a structure used for sleeping

purposes may not exceed more than one-half of the total floor surface.

10. Sleeping structures using 2 x 4's for vertical support must have at least two diagonal support braces attached from each vertical support post to the upper horizontal support beam or surface area.

11. No item may be constructed so as to completely obstruct any direct access to the hall door or windows so that evacuation is convenient in case of fire.

Places To Go (Off Campus)

The churches listed are close to the campus. Several are in walking distance, and the others are a short drive.

Places of Worship

Presbyterian

Myers Park Pres., 2501 Oxford Pl.
Covenant Pres., 1000 East Morehead
1st Pres., 200 West Trade St.
Trinity Pres., 3115 Providence Rd.
Selwyn Ave. Pres., 2929 Selwyn Ave.

Methodist

Myers Park Meth., 1401 Queens Rd.
Dilworth United Meth., 605 East Blvd.

Baptist

Myers Park Baptist, 1900 Queens Rd.
1st Baptist, 301 South Davidson St.

Episcopalian

Christ Epis., 1412 Providence Rd.
St. Martin's Epis., 1510 East 7th St.

Jewish

Temple Beth El, 1727 Providence Rd.

Catholic

St. Patricks Cathedral, 1621 Dilworth Rd. East
St. Gabriels, 3016 Providence Rd.

Greek

Greek Orthodox Cathedral, 600 East Blvd.

Lutheran

St. Mark's Lutheran, 1001 Queens Rd.
Ascension Lutheran, 1225 East Morehead

Restaurants

Fast Food

Arby's, South Blvd.
Hardee's, Park Rd.
Kentucky Fried Chicken, 1501 East Independence Blvd.
McDonalds, South Blvd., E. Indep. Blvd.
Wendy's, South Blvd., Indep. Blvd.

Pizza Places

Pizza Hut, Montford Dr., East Blvd.
LaStrada, Carryout-Colwick Rd., across from Cotswold Shopping Center, Restaurant, Central Ave.

Liberty Pizza, E. Ind. Blvd.-delivery service
Tasso's Pizza, Eastland Mall
The Olive Tree, 3210 North Sharon Amity Rd.
Godfather's 3748 East Ind. Blvd.

* casual, inexpensive
** casual, expensive
*** casual, medium
**** dressy, medium
***** dressy expensive

Seafood Places

Sandpiper, East Ind. Blvd. **
Captain's Galley, East Ind. Blvd. **
Hungry Fisherman, Hwy. 49, Clover, S.C. **
Fish Farm, Sam Mewell Rd., Matthews, N.C. **
Fish Net Fish Camp, East Ind. Blvd., Matthews, N.C. ***
Red Lobster, Park Rd., Monroe Rd. ***

Calabash Cove & Oyster Bar, Driftwood Dr. ***

Sandwich Type Restaurants

The Cottage, Providence Rd. ***

Leo's Delicatessan, Elizabeth Ave., NCNB Plaza ***

Stonehenge, East Morehead ***

Studio, Charlottetown Mall ***

White Horse, Uptown 2nd St., East Blvd. ***

Wine Shop, Park Rd. ***

Zoi's, South Park ***

Sandwich Construction Company, East Ind. Blvd. ***

Open 24 Hours

California Rest, 3100 Central Ave.

Knife & Fork, 2531 North Sharon Amity

Mom & Pop's Ham House, 4749 South Blvd.

Perkins Cake & Steak, 6531 South Blvd.

Presto Grill, 531 West Trade St.

Sambos, 3001 East Ind. Blvd.

Athens, Ind. Blvd.

Other Places to Eat

Andersons, Elizabeth Ave. *

Boar's Head, North Sharon Amity *****

The Drawbridge, Montford Dr. *****

The Epicurean, East Blvd. *****

Grand Central Station, North Sharon Amity ***

Gus's Original Forty-niner, Hwy. 49 East ***

Gus's Sir Beef, Monroe Rd. ***

Farrell's, Eastland Mall ***

Mayberry's, Park Rd. Shopping Center, Providence Rd. ***

Open Kitchen, West Morehead ***

Oriental, East Ind. Blvd. ***

Perking Palace, East Ind. Blvd. ***

Rheinland House, Park Rd. ***

Press Box, Montford Dr. ***

Shoney's, Woodlawn, East Morehead ***

Skorpio's, Colwick Rd. ****

Slug's Choice, South Park *****

Slug's Rib, East Ind. Blvd. *****

Slug's Tower, Jefferson 1st Union Building *****

Steak & Eggs, Providence Rd. *

Town House, Providence Rd. ***

Tuesdays, Eastland Mall ****

Victoria Station, North Sharon Amity *****

Josh's, East Blvd. ***

Saucy Crepe, Providence Rd. ****

Night Spots

Diamond Jim's, East 4th St. You must be 21 to get in.

Double Door, Ind. Blvd.

Treehouse, E. Ind. Blvd.

The Roxy, E. Ind. Blvd.

Pressbox, Montford Dr.

Pappy's, Central Ave.

Gammons, Park Rd., Dress Code

Hydrant, Selwyn Ave., Good place with a large group

The Radisson, Trade & Tryon, Dress Code

Spontanes Club, East Ind. Blvd., Dress Code, Dancing

20th Century Fox Discotheque, Dress Code, Best dance in town 1004 South Kings Drive

The Hollow, Student Center

Providence Sundries, Providence Rd.

Movies

Capri Theatre, E. Ind.

Charlottetown Cinema I & II, Ind. Blvd.

Eastland Cinema, Eastland Mall

Manor Theatre, Providence Rd.

Park Terrace I & II Park Rd. Shopping Center

South Park Cinema I & II, South Park

Shopping Centers

Eastland Mall
El Villa
SouthPark
Park Road
Charlottetown Mall
Sharon Amity
Cotswold

Miscellaneous

Freedom Park
Park Road Park
Carowinds
Mint Museum
Spirit Square
Little Theatre
Pineville Dinner Theatre
Ice Skating, Eastland Mall, Ice Capades Chalet, Polar Palace, Monroe Road
Roller Skating, Skate Palace, South Blvd., Kate's Skating Rink, Central Ave., Old Pineville Rd.

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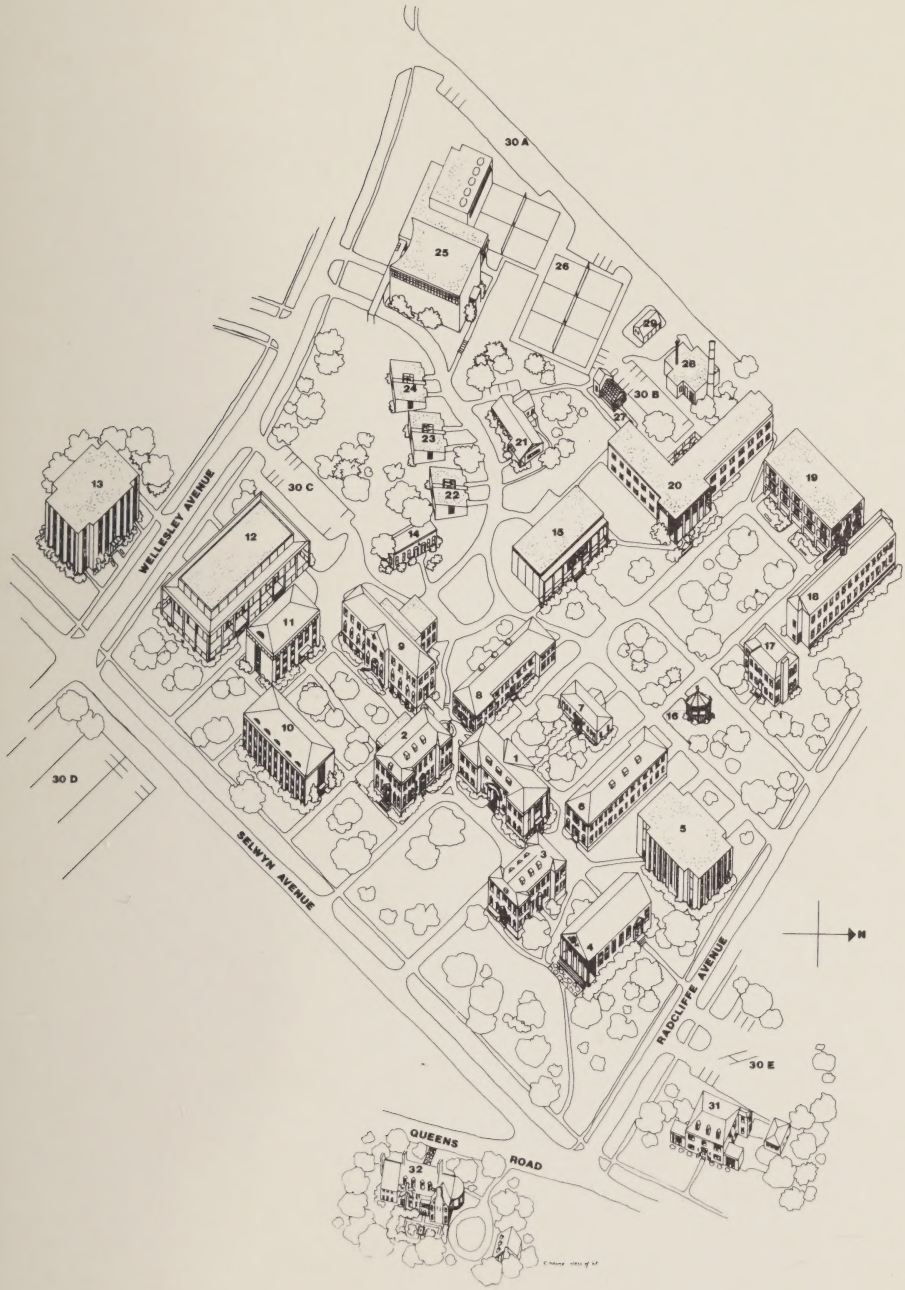
2. McEwen Classroom Building
3. Jernigan Student Center
   Women's Career Center
4. Belk Chapel
5. Albright Residence Hall
6. Long Residence Hall
7. Early Learning Center
8. Watkins Hall
9. Morrison (Dining Room,
   College Store, The Pit)
10. Walker Science Building
11. Dana Classroom Building
12. E. H. Little Fine Arts Center
13. Barnhardt Residence Hall
14. Maintenance
15. Everett Library
16. Chi Omega Arbour
17. Stultz Building
18. Belk Residence Hall
19. Wallace Residence Hall
20. Harris Residence Hall
21. Irwin-McKay Infirmary
22. The Web
    Chi Omega Lodge
23. Phi Mu Lodge
24. Alpha Delta Pi Lodge
    Kappa Delta Lodge
25. Ovens Physical Education
    Building
26. Tennis Courts
27. Green House
28. Heating Plant
29. Maintenance Shop
30. Parking Lots (A-E)
31. Mecklenburg Presbytery Office
32. Carol Hall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